

AUGUST 13, 2014 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON SEPTEMBER 10, 2014, AT 3:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Richard Orr and Don Naser, Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, Executive Secretary Krista Nielson.

Also in attendance were Mavane Loftus, Transportation Director Gary Kyhl, Maintenance Supervisor Larry Morwood, and patron Mike Miles

President Johnson welcomed everyone to the meeting.

Richard Orr offered the reverence and led the group in the Pledge of Allegiance.

ITEM #1. – RESTRUCTURED BUS ROUTE / MILES REDUCTION / DISTRICT SAVINGS Transportation Director Gary Kyhl presented on the restructured bus route, miles reduction, and District savings. Mr. Kyhl showed a Power Point presentation to the Board and introduced the new Transfinder program. The program creates new bus routes that will provide time and cost savings to the District. Mr. Kyhl informed the Board there might be some parent complaints but the overall changes will be a huge benefit to the District.

ITEM#2. – REPORT – LARRY MORWOOD District Facilities Director Larry Morwood gave a construction update on the South Sevier High School's band room roof. Mr. Morwood explained that the construction started a little later than they had originally planned, but by doing so they have been able to keep the cost down. Mr. Morwood showed blue prints of the new roof drains and explained how the new drain system will help keep water from overflowing onto the side of the school. He explained that with the new roof the water drainage would flow in a controlled manner.

ITEM #3– CONSENT AGENDA. President Johnson called for objections on the consent agenda. There were no objections, and the consent agenda received Board approval.

ITEM #3.A. – APPROVAL OF MINUTES. Minutes from the June 19, 2014, Board Meeting, and Closed Meeting were approved.

ITEM #3.B. – APPROVAL OF EMPLOYEES. The following individuals were approved for employment: Sean Gesell as a part-time custodian at South Sevier Middle School; **Julie Willardson** as the attendance secretary at Richfield High; **Malissa Christensen** as a part-time math teacher at Richfield High; **Alisa Dastrup** as a part-time science teacher at Richfield High; **Ashlee Dastrup** as a non-location instructional assistant in the special ed program; **Kirsten Barney** as the girls' head cross-country coach at Richfield High; **Shelby Newby** as a half-day kindergarten teacher at Salina Elementary; **Robert DeWyze** as a science

teacher at North Sevier Middle School; **Patrick Bodily** as the girls' head soccer coach at Richfield High; **Jody Peterson** as a 3rd grade teacher at Pahvant Elementary; **Kathy Torok** for the position of Child Nutrition Program Coordinator; and **Kylee Orton** as a Language Arts teacher at Richfield High.

ITEM #3.C. – SAFE WALKING ROUTES. The annual approval of the safe walking routes has now been identified as a requirement in the approval process of the School Trust Land plans. Annually, the District has updated the safe walking route plans for each community and school and has distributed them to the parents through the schools. The 2014-15 safe walking route plans received Board approval.

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ITEM #3.D.1. – REVISION – POLICY #3020, ATTENDANCE –FIRST READING. This is to update the policy and explain the appeal process for parents and students involving truancy discipline procedures. The proposed revisions received first reading approval.

ITEM #3.D.2 – DELETE – POLICY #3070 STUDENT DISCIPLINE–FIRST READING. The entire policy has been combined with Policy #3075 Student Conduct, Discipline, Suspension and Expulsion; therefore, the old policy will be deleted. The proposed deletion of the policy received Board approval.

ITEM #3.D.3. – REVISION – POLICY #3075, STUDENT CONDUCT, DISCIPLINE, SUSPENSION, AND EXPULSION–FIRST READING. The revision to this policy reflects the combination of policy #3070 with this policy. The policy also shows compliance with **Utah Code 53A-11-802** prohibiting the use of all corporal punishment. It also outlines the Juvenile court referral procedure exceptions following **Utah Code 53A-11-101.5**. The proposed revisions received first reading approval.

ITEM #3.D.4. – REVISION – POLICY #3090, STUDENT RECORDS–FIRST READING. The revision of the policy clarifies the process for protecting or disseminating confidential information in regards to student records. The proposed revisions received first reading approval.

ITEM #3.D.5 – REVISION – POLICY #3160, STUDENT OUT-OF-STATE TRAVEL–FIRST READING. Revisions to the policy were made to clarify the requirements set by the District regarding school personal out-of-state travel for field trips and camps. The policy outlines the requirements for out-of-state travel whether the travel is during the school year or when school is not in session. The proposed revisions received first reading approval.

ITEM #3.D.6 – REVISION – POLICY #3205, INTERFERING DEVICES AND ELECTRONIC COMMUNICATION DEVICES–FIRST READING. Some minor word revisions were made to the proposed policy. The only addition to the policy outlines prohibiting the use of electronic devices during standardized assessments. The proposed revisions received first reading approval.

ITEM #3.D.7 – NEW POLICY #4060, CHILD ABUSE NEGLECT REPORTING–FIRST READING. The purpose of this policy is to provide clear understanding and direction to school personnel in regard to universal, effective and sensitive handling of child abuse referrals. The policy defines the reporting process outlined by the State of Utah. Furthermore, the policy provides information regarding the investigation process. The proposed revisions received first reading approval.

ITEM #3.D.8 – REVISION – POLICY #2150, REIMBURSEMENT – PRIVATE VEHICLE – SECOND READING. Revisions to the policy received second reading approval.

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ITEM #3.E. – FINANCIAL SUMMARY. The financial summary for the period ending June 30, 2014 and July 31, 2014, was approved as well as checks issued in June and July 2014.

ITEM #4. – PATRON DIALOGUE. Patron Mike Miles approached the Board and stated he was selected to run for the State Board of Education in precinct #14. He distributed a handout outlining his positions and priorities regarding public education.

#### ITEM #5.A. – DISCUSSION – ITEMS FROM THE BOARD

- State School Board Meeting and Pre-Delegate/Delegate Assembly report: Superintendent Douglas reported that the State School Board Meeting went well and many people attended. He stated that one main topic discussed was Common Core. He stated that there were several concerned parents at the meeting wanting to eliminate Common Core from our educational system. The second item that was discussed was the No Child Left Behind waiver. This issue has received a lot of publicity and raised concern. In the Utah State Board Meeting on August 8, 2014, the Board approved a motion that would continue the waiver from ESEA (No Child Left Behind) for one year (it was only a one-year waiver in any case) conditional upon several stipulations. Superintendent Douglas stated that our District would benefit from the decision to extend the waiver. Superintendent Douglas and Board Member Tom Hales offered a list of priorities created by the Delegate Assembly.

- Board President Johnson initiated conversation regarding possible changes to the Sevier School District Office and Administration Building.

Conversation was tabled for a later meeting.

ITEM #5.B. – DISCUSSION – ITEMS FROM ADMINISTRATION  
**Items from Superintendent Douglas**

- Legislative Meeting and Dinner at Juab High School: The meeting is scheduled for November 6, 2014. Historically the meeting has started at 6:00 p.m. He invited the Board members to attend.
- Superintendent showed the Mission, Vision, Goals and Initiatives Alignment Posters to the Board. He explained that the goal with the posters is that they will create questions and bring forth ideas for growth and learning.

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- 2014-15 Principals Goal Setting sheet: Principals have been provided the goal setting sheets, which are due back to superintendent by September 1, 2014.

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- Superintendent Douglas reported that KSVC Radio has scheduled a radio spot for the District on the 4th Tuesday of every other month at 9:00 a.m., with the next one being broadcast on September 23<sup>rd</sup>.
- District Website Updates: Superintendent showed the Board the Sevier School District website and explained some of the new information that is now appearing on the website. He encouraged the Board to visit the website and see the new updates. He also notified the Board about the new electronic signature page for parents to sign stating they have read and understand the Student Policy Handbook.
- Superintendent shared information on PACE the Governor's recommended School Report Card. PACE stands for Prepare Access Complete Economic Success. The report card provides a more comprehensive view of the school. Early Intervention, 3rd, 6th, 8th, Math and Reading, ACT, Graduation Rate, UCAT Rate, CTE, etc. it also includes reports for all schools K-12, preK preparedness, and higher ed.
- Superintendent shared the link to Governor Herbert's Common Core Survey: <http://www.utah.gov/governor/priorities/education.html>. The timeline is to have AG's responses back by end of September. The survey closes at the end of August. So far they have received 1,061 responses. The survey was created to specifically look at how the standards help students' transition into higher ed. Current data appear to be very supportive. Of the negative reports basically none of them are giving specific feedback about the standards.
- Superintendent shared a copy of the State Board of Education approved ESEA

(No Child Left Behind) State Waiver.

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- Superintendent shared the Opening Institute Agenda with the Board and encouraged everyone to attend. He informed them that the keynote speaker would be Stacey Bess; who brings a great message of mentorship, service and leadership.
- The District office is planning on hosting the 2<sup>nd</sup> Annual Back to School Bash. Superintendent reported that approximately 1000 people have RSVP'd. District Administration, Principals, and School Board Members are invited to help serve.

**Items from Gail Albrecht**

- Going Google: Mrs. Albrecht explained that Sevier School District has purchased the *seviersd* domain from Google. The entire District will convert over to Google mail. She explained there are some exciting programs Google has created for education and the District is planning on utilizing Google hangouts for our District wide PLC meetings.
- Mrs. Albrecht explained that the District will no longer be using NWEA, YPP or UAA, or UALPA for our testing assessments this year. The District will be using SAGE as the primary testing assessment in the Fall and Spring. The Winter assessment is available but will be optional. She also explained that YPP was purchased by Acuity; with Acuity's Common Core Performance Tasks, educators can measure students' cognitive and reasoning skills as well as their ability to apply knowledge to solve realistic, meaningful problems, and use the results to target and improve instruction. Mrs. Albrecht explained that we will continue to use EXPLORE, Plan, ACT, and DIBELS (K-3 reading).

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- Mrs. Albrecht shared information about STEM Grants for our students. These Grants will provide funding to public school districts to implement or enhance STEM programs or STEM activities in the classroom. This may include Career and Technical Education (CTE) program activities that are STEM based.
- Student Policies and Procedures Packet: Mrs. Albrecht shared the Sevier School District website and asked the Board to review the new Student Policy Packet. She stated that the District has made changes to several of our policies to be aligned with what the state code requires.
- Mrs. Albrecht shared information about the Parent/Guardian Rights Policy Notification form. The form outlines parental rights regarding reasonable accommodations to students and how the accommodations may be provided.

The form attests that the parent has primary responsibility for the education of his/her child and that the state is in a secondary and supportive role to parents.

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- Mrs. Albrecht shared with the group upcoming District wide PLC Meetings: Nov. 11th, Mar. 24th, and one via Google Hangouts.
- Principals Presentations: Mrs. Albrecht provided a list of items to be presented in future Board meetings. She said when the principal's were shown the list they commented that there were a lot of requirements. She encouraged the Board to review the list and pick topics of highest priority they would like presented in the upcoming year.

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- Mrs. Albrecht shared information about the Educator Effectiveness process for Administrators and Teachers. Teachers are currently evaluated based on principal observations. Teacher and Administrator evaluations will eventually include SAGE assessment results, growth data, and stakeholder survey results. Each Level II teacher will complete a self-assessment and develop a professional growth plan annually and will undergo a complete evaluation every three years. Level I teachers will be evaluated twice per year until they become Level II teachers.

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- Mrs. Albrecht provided the dates for the new teacher training on August 14-15, 2014.
- Special Education RFP: Mrs. Albrecht explained that the Sevier School District Special Education department is seeking to engage services of a contractor for the services of a School Psychologist, Occupational Therapy, and Physical Therapy services. She stated that our Director of Special Education, Lisa Crane has been working hard to get the contracts in place.

**Items from *Chad Lloyd***

- Construction Update: Mr Lloyd updated the board on various projects currently underway by the district.
- The independent audit dates are as follows: September 17-19, 2014.
- Healthy Utah is scheduled for Tuesday, August 19 from 8:00 a.m. to 5:00 p.m. at the District Office. Board members were invited to participate.
- Mr. Lloyd explained that if there is an emergency within one of our schools, the District has set up a resource for parents to stay informed. The program is

called Remind. It is a free communication platform that enables us to safely and efficiently interact with parents about important information related to school emergencies. The District website has a link for parents with instructions on how to sign up to receive text messages. He encouraged the Board members to sign up for each attendance area.

- **Child Nutrition Services (CNS) Coordinator:** Mr. Lloyd informed the board that a new CNS coordinator has been hired. Her name is Kathy Torok; she will be replacing Karen Pace who will be retiring on September 15, 2014. Mr. Lloyd thanked Mrs. Pace for her many years of service.

**ITEM #6. – CLOSED MEETINGS.** A motion was made at 5:57 p.m. by Don Naser and seconded by Jack Hansen to take a break and go into the Closed Meeting to discuss negotiations. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser and Richard Orr. Motion passed.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, Richard Orr and Don Naser, Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, and Executive Secretary Krista Nielson.

A motion was made at 6:12 p.m. by Rick Orr and seconded by Jack Hansen to go out of the Closed Meeting. Voting went as follows: yes – Clint Johnson, Jack Hansen, Tom Hales, Don Naser, and Richard Orr. Motion passed.

**ITEM #7. – ACTION ITEMS.** A motion was made by Jack Hansen and seconded by Don Naser to approve the award bid to Chad Broderick Construction as presented. Motion was passed unanimously.

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A motion was made by Don Naser and seconded by Tom Hales to approve the addendum, which was presented in closed session, to amend a district employee's working agreement. Motion was passed unanimously.

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A motion was made by Jack Hansen and seconded by Rick Orr to approve the construction of the additional classrooms at Richfield High as presented. Voting went as follows: yes – Jack Hansen, yes – Rick Orr, yes – Don Naser, no – Tom Hales, no – Clint Johnson. Motion Passed

A motion was made at 6:43 p.m. by Tom Hales and seconded by Jack Hansen to adjourn the meeting. Motion passed unanimously.

*I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 10<sup>th</sup> day of September 2014. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.*

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*Chad W. Lloyd, Business Administrator*